



## UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

THE ASSISTANT SECRETARY

AUG 30 2010

Honorable Pat Quinn  
Office of the Governor  
State Capitol, 207 State House  
Springfield, IL 62706

Dear Governor Quinn:

I am very pleased to award funds to your State under the Education Jobs Fund (Ed Jobs) program, which is authorized under section 101 of Public Law No. 111-226 (Act). This program provides essential resources to assist local school districts in saving or creating education jobs and helping to ensure that America's students are prepared to succeed in college and careers.

The State may retain up to two percent of its Ed Jobs fund allocation for the administrative costs of carrying out its responsibilities under the program. The remaining amount (at least 98 percent) must be made available on a timely basis to local educational agencies (LEAs) to save or create education jobs for the 2010-2011 school year. You may distribute the funds to LEAs based on either the State's primary elementary and secondary education funding formula(e) or the LEAs' relative shares of funds under Part A of Title I of the Elementary and Secondary Education Act. The funds remain available for obligation through September 30, 2012.

As you know, under the Ed Jobs program, the State must maintain fiscal effort for education for fiscal year 2011 as specified in section 101(10)(A) of the Act. Furthermore, the State must submit to the U.S. Department of Education, within 60 days of its grant award, the most current applicable maintenance of effort data available. We will be providing States with further information about this submission.

The Ed Jobs funds are subject to the requirements of the Cash Management Improvement Act. States must draw down funds in a manner consistent with their drawdown procedures under other Federal programs. As noted in the program guidance, a State must have an effective system for managing the flow of funds that ensures that entities are able to draw down funds as needed to pay program costs but that also minimizes the time that elapses between the transfer of the funds and their disbursement by the grantee or subgrantee.

Enclosed is your Grant Award Notice (GAN) for the Ed Jobs (CFDA No. 84.410) funds. These funds are subject to the requirements in section 101 of the Act and other applicable statutes and regulations, the assurances in your application for funding, and the terms and conditions detailed in "Attachment T" of the GAN.

[www.ed.gov](http://www.ed.gov)

400 MARYLAND AVE., SW, WASHINGTON, DC 20202

*The Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.*

Detailed information about the program is available on our website at <http://www2.ed.gov/programs/educationjobsfund/applicant.html>. If you have any questions about the attached award notice or the program, please feel free to contact Dr. Joseph Conaty at (202) 260-8230 or have your staff send an email to [edjobsfund@ed.gov](mailto:edjobsfund@ed.gov) and we will respond promptly.

We look forward to working with you in the implementation of the Ed Jobs program.

Sincerely,



Thelma Meléndez de Santa Ana, Ph.D.

Enclosure



U.S. Department of Education  
Washington, D.C. 20202

## GRANT AWARD NOTIFICATION

<b>1</b>	<b>RECIPIENT NAME:</b> Office of the Governor State Capitol 207 Statehouse Springfield, IL 62706	<b>5</b>	<b>AWARD INFORMATION</b> PR/AWARD NUMBER S410A100014 ACTION NUMBER 01 ACTION TYPE New AWARD TYPE Formula																				
<b>2</b>	<b>PROJECT DESCRIPTION</b> 84.410A EDUCATION JOBS FUND	<b>6</b>	<b>AWARD PERIODS</b> BUDGET PERIOD 08/10/2010 - 09/30/2011 FEDERAL FUNDING PERIOD 08/10/2010 - 09/30/2011																				
<b>3</b>	<b>EDUCATION STAFF</b>  <b>RECIPIENT STATE DIRECTOR</b> David Vaught (217) 782 - 4520 <b>EDUCATION PROGRAM CONTACT</b> James Butler (202) 260 - 9737 <b>EDUCATION PAYMENT CONTACT</b> GAPS PAYEE HOTLINE (888) 336 - 8930	<b>7</b>	<b>AUTHORIZED FUNDING</b>  CURRENT AWARD AMOUNT \$415,397,841.00 PREVIOUS CUMULATIVE AMOUNT \$0.00 CUMULATIVE AMOUNT \$415,397,841.00																				
<b>4</b>	<b>KEY PERSONNEL</b> N/A	<b>8</b>	<b>ADMINISTRATIVE INFORMATION</b>  DUNS/SSN 065232498 REGULATIONS EDGAR AS APPLICABLE  ATTACHMENTS A, E4, E5, F, N, S, U, V																				
<b>9</b>	<b>LEGISLATIVE AND FISCAL DATA</b> AUTHORITY: PL 111-226 EDUCATION JOBS FUNDS PROGRAM TITLE: EDUCATION JOB FUNDS  CFDA/SUBPROGRAM NO: 84.410A <table border="1"><thead><tr><th>FUND CODE</th><th>FUNDING YEAR</th><th>AWARD YEAR</th><th>ORG. CODE</th><th>CATEGORY</th><th>LIMITATION</th><th>ACTIVITY</th><th>CFDA</th><th>OBJECT CLASS</th><th>AMOUNT</th></tr></thead><tbody><tr><td>0012M</td><td>2010</td><td>2010</td><td>ES000000</td><td>B</td><td>DJ1</td><td>000</td><td>410</td><td>4101A</td><td>\$415,397,841.00</td></tr></tbody></table>			FUND CODE	FUNDING YEAR	AWARD YEAR	ORG. CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT	0012M	2010	2010	ES000000	B	DJ1	000	410	4101A	\$415,397,841.00
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U.S. Department of Education  
Washington, D.C. 20202

## GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: S410A100014

RECIPIENT NAME: Office of the Governor

### TERMS AND CONDITIONS

- (1) Under the Tydings Amendment, Section 421(b) of the General Education Provisions Act, 20 USC 1225(b), any funds that are not obligated at the end of the Federal funding period specified in Block 6 shall remain available for obligation for an additional period of 12 months.
- (2) This grant is made subject to the information in the approved State application and the applicable statutes and the regulations, including the Section 101 of Public Law number 111-226, the General Education Provisions Act (GEPA), and the Education Department General Administrative Regulations (EDGAR).
- (3) This award is subject to the terms and conditions (if any) in Attachment T.

AUTHORIZING OFFICIAL

AUG 30 2010

DATE



## EXPLANATION OF BLOCKS ON THE GRANT AWARD NOTIFICATION

### For Discretionary, Formula, and Block Grants

(See Block 5 of the Notification)

1. **RECIPIENT NAME** - The legal name of the recipient, name of the primary organizational unit that will undertake the funded activity, and the complete address of the recipient. The recipient is commonly known as the "grantee."
2. **PROJECT TITLE AND CFDA NUMBER** - Identifies the Catalog of Federal Domestic Assistance (CFDA) subprogram title and the associated subprogram number.
3. **PROJECT STAFF** - This block contains the names and telephone numbers of the U.S. Department of Education and recipient staff who are responsible for project direction and oversight.
  - \***RECIPIENT PROJECT DIRECTOR** - The recipient staff person responsible for administering the project. This person represents the recipient to the U.S. Department of Education.
  - EDUCATION PROGRAM CONTACT** - The U.S. Department of Education staff person responsible for the programmatic, administrative and business-management concerns of the Department.
  - EDUCATION PAYMENT CONTACT** - The U.S. Department of Education staff person responsible for payments or questions concerning electronic drawdown and financial expenditure reporting.
4. **\* KEY PERSONNEL** - Name, title and percentage (%) of effort the key personnel identified devotes to the project.
5. **AWARD INFORMATION** - Unique items of information that identify this notification.
  - PR/AWARD NUMBER** - A unique, identifying number assigned by the Department to each application. On funded applications, this is commonly known as the "grant number" or "document number."
  - ACTION NUMBER** - A numeral that represents the cumulative number of steps taken by the Department to date to establish or modify the award through fiscal or administrative means. Action number "01" will always be "NEW AWARD"
  - ACTION TYPE** - The nature of this notification (e.g., NEW AWARD, CONTINUATION, REVISION, ADMINISTRATIVE)
  - AWARD TYPE** - The particular assistance category in which funding for this award is provided, i.e., DISCRETIONARY, FORMULA, or BLOCK.
6. **AWARD PERIODS** - Project activities and funding are approved with respect to three different time periods, described below:
  - BUDGET PERIOD** - A specific interval of time for which Federal funds are being provided from a particular fiscal year to fund a recipient's approved activities and budget. The start and end dates of the budget period are shown.
  - PERFORMANCE PERIOD** - The complete length of time the recipient is proposed to be funded to complete approved activities. A performance period may contain one or more budget periods.
  - \***FUTURE BUDGET PERIODS** - The estimated remaining budget periods for multi-year projects and estimated funds the Department proposes it will award the recipient provided substantial progress is made by the recipient in completing approved activities, the Department determines that continuing the project would be in the best interest of the Government, Congress appropriates sufficient funds under the program, and the recipient has submitted a performance report that provides the most current performance information and the status of budget expenditures.
7. **AUTHORIZED FUNDING** - The dollar figures in this block refer to the *Federal* funds provided to a recipient during the award periods.
  - \***THIS ACTION** - The amount of funds obligated (added) or de-obligated (subtracted) by this notification.
  - \***BUDGET PERIOD** - The total amount of funds available for use by the grantee during the stated budget period to this date.
  - \***PERFORMANCE PERIOD** - The amount of funds obligated from the start date of the first budget period to this date.
  - RECIPIENT COST-SHARE** - The funds, expressed as a percentage, that the recipient is required to contribute to the project, as defined by the program legislation or regulations and/or terms and conditions of the award.
  - RECIPIENT NON-FEDERAL AMOUNT** - The amount of non-federal funds the recipient must contribute to the project as identified in the recipient's application. When non-federal funds are identified by the recipient where a cost share is not a legislation requirement, the recipient will be **required** to provide the non-federal funds.
8. **ADMINISTRATIVE INFORMATION** - This information is provided to assist the recipient in completing the approved activities and managing the project in accordance with U.S. Department of Education procedures and regulations.
  - DUNS/SSN** - A unique, identifying number assigned to each recipient for payment purposes. The number is based on either the recipient's assigned number from Dun and Bradstreet or the individual's social security number.
  - \***REGULATIONS** - The parts of the Education Department General Administrative Regulations (EDGAR) and specific program regulations that govern the award and administration of this grant.
  - \***ATTACHMENTS** - Additional sections of the Grant Award Notification that discuss payment and reporting requirements, explain Department procedures, and add special terms and conditions in addition to those established, and shown as clauses, in Block 10 of the award. Any attachments provided with a notification continue in effect through the project period until modified or rescinded by the Authorizing Official.
9. **LEGISLATIVE AND FISCAL DATA** - The name of the authorizing legislation for this grant, the CFDA title of the program through which funding is provided, and U.S. Department of Education fiscal information.
  - FUND CODE, FUNDING YEAR, AWARD YEAR, ORG. CODE, PROJECT CODE, OBJECT CLASS** - The fiscal information recorded by the U.S. Department of Education's Grant Administration and Payment System to track obligations by award.
  - AMOUNT** - The amount of funds provided from a particular appropriation and project code. Some notifications authorize more than one amount from separate appropriations and/or project codes. The total of all amounts in this block equals the amount shown on the line, "THIS ACTION" (See "AUTHORIZED FUNDING" above (Block 7)).
10. **TERMS AND CONDITIONS OF AWARD** - Requirements of the award that are binding on the recipient.
  - \***AUTHORIZING OFFICIAL** - The U.S. Department of Education official authorized to award Federal funds to the recipient, establish or change the terms and conditions of the award, and authorize modifications to the award.

### FOR FORMULA AND BLOCK GRANTS ONLY:

(See also Blocks 1, 2, 5, 6, 8, 9 and 10 above)

3. **EDUCATION STAFF** - The U.S. Department of Education staff persons to be contacted for programmatic and payment questions.
7. **AUTHORIZED FUNDING**
  - CURRENT AWARD AMOUNT** - The amount of funds that are obligated (added) or de-obligated (subtracted) by this action.
  - PREVIOUS CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant before this action.
  - CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant, this action included.

\* This item differs or does not appear on formula and block grants.



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
& CHIEF INFORMATION OFFICER

David Vaught  
Office of the Governor  
State Capitol  
207 Statehouse  
Springfield, IL 62706

SUBJECT: Payee Identification for Grant Award S410A100014

This is to inform you that the United States Department of Education does not have a payee and bank account of record designated for the above listed grant award. You will not be able to request funds for this grant award until a payee and bank account of record are established.

- 1) All SF-1199A, Direct Deposit and Fedwire Sign-Up forms must be mailed to the Department of Education. The SF-1199A must contain original signatures for both the recipient and bank officials.
- 2) First time recipients establishing a bank account for a new award must include a copy of the grant award document with the cover letter and SF-1199A, Direct Deposit or Fedwire Sign-Up forms.
- 3) G5 produces an automated notification when bank account data has been changed or deleted. This automated notification is transmitted via e-mail to Payees having e-mail capacity or mailed to recipients without an e-mail address.
- 4) All banking information requests, including establishing a new bank account, modifying an existing bank account or deleting a bank account must be accompanied with a cover letter requesting the specific action. The cover letter must be on the letterhead of the requesting payee. The cover letter must contain the following information:
  - DUNS number
  - e-mail address (if available) for the person to receive automated notification
  - signature and phone number of the person requesting the bank information change

Mail cover letters and accompanying forms to:

U.S. Department of Education  
400 Maryland Avenue, SW  
Room 3321 - Mail Stop 4331  
Washington, DC 20202 - 4331  
Attn: Functional Applications Team

If you have any questions or require assistance concerning establishing a payee record for a bank account please contact the G5 Hotline at 888-336-8930.



**INSTRUCTIONS**  
**ACH DIRECT DEPOSIT SIGN-UP FORM**  
**(SF-1199A)**

Recipients can obtain an SF-1199A (Figure D-1) from their financial institution. The preprinted instructions on the reverse side of the SF-1199A should be disregarded and the following instructions should be followed in completing the SF-1199A.

The recipient is to complete Sections 1 and 2 of the SF-1199A. The recipient's financial institution is to complete Section 3 and mail the completed form to the Department of Education. The financial institution will mail a copy of the completed SF-1199A to the recipient.

**INSTRUCTIONS - SECTION 1**

ITEM A	Name of Payee Address Telephone Number	Enter the name and address of payee's organization. Enter telephone number of person authorized to certify the payment request.
ITEM B	Name of Person(s) Entitled to Payment	Leave Blank.
ITEM C	Claim or Payroll ID Number	Enter the following information: Prefix: 9 digit D-U-N-S Number, Suffix: 11 character Grant Award Number.
ITEM D	Type of Depositor	Place an "X" in the Appropriate Box.
ITEM E	Depositor Account	Enter the payee's account number at the financial institution in which funds are to be deposited. Include blanks or dashes when entering the account number.
ITEM F	Type of Payment	Enter "X" in the "Other" box.
ITEM G	Box for Allotment of Payment Only	Leave Blank.
Payee/Joint Certification		Authorized Certifying Official for the payee is to sign the form.

**INSTRUCTIONS - SECTION 2**

Government Agency Name	Enter:	U.S. Department of Education
Government Agency Address	Enter:	400 Maryland Avenue, SW Room 4C138 Washington, DC 20202

**INSTRUCTIONS - SECTION 3**

To be completed by financial institution.

Director, Financial Payment Group  
U.S. Department of Education  
400 Maryland Avenue, SW  
Room 3321 - Mail Stop 4331  
Washington, DC 20202 - 4331

Ref.: PR/Award No. S410A100014

Dear Sir:

Please transfer FEDWIRE payments for Office of the Governor to the following financial institution and depositor account beginning on this date: Month\_\_\_\_\_, Day\_\_\_\_\_, Year\_\_\_\_\_.

Information regarding the financial institution to which payments for D-U-N-S\_\_\_\_\_ are to be transferred is provided below.

Financial Institution:

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_

ABA Number: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_

Corresponding Bank (if applicable):

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_

ABA Number: \_\_\_\_\_  
Telegraphic Abbrev.: \_\_\_\_\_

Please update my account with the information as indicated above. If you have any questions, I may be reached at (\_\_\_\_)\_\_\_\_\_.

Sincerely,

Chief Financial Officer



Dear G5 Payee:

To obtain your G5 Login ID, you will need to complete the G5 External User Access Request Form and return it notarized to the U.S. Department of Education. Attached are the instructions for accessing and completing the form. Upon receiving the notarized form, the Department will send you an email with your new G5 Login ID.

Thank you for your continued support of the U.S. Department of Education's G5 Grant Management System. Please contact the G5 Hotline (888-336-8930) if you have any questions.

Sincerely,  
G5 Administration

## Instructions for Completing the G5 External User Access Request Form

To establish direct access to your U.S. Department of Education G5 Grant Management System account, please complete the G5 External User Access Request Form attached, have it notarized, and mail the completed form to the address below.

Steps for Completing the G5 External User Access Request Form –

1. Go to [www.g5.gov](http://www.g5.gov) and click on the link, “Not Registered? Sign up”.
2. Complete each data element of the form including the following elements:
  - a. User Type (Select Payee unless you are specifically a Servicer)
  - b. Central Contractor Registry Number
  - c. Desired Role (Select Full Access to enable you to continue to draw funds, or View Only if you will only need to review account activity).
3. Print the form and then Submit your online registration.
4. You will immediately receive an email asking you to activate your account.
5. Click on the link in the email and select your password and Secret Question and Answer.
6. Congratulations! You now have an active account. Only one more step!!
7. Sign the printed (from step 3) G5 External User Access Request Form as the Authorized Payee in the presence of a Notary Public.
8. Assure the G5 External User Access Request Form is notarized with appropriate seal and signature and expiration date.
9. Mail the completed, notarized G5 External User Access Request Form to the following address:

**U.S. Department of Education  
Office of the Chief Information Officer  
Mail Stop - 4110  
400 Maryland Avenue, SW  
Washington DC 20202  
Attn: Functional Applications Team**

10. Allow two weeks for delivery and account updates.
11. You will receive Email notification that your G5 External User Access Request Form has been processed and your roles have been assigned.
12. Congratulations, You're now able to access G5 directly.

As always, please contact the G5 Hotline (888-336-8930) with any questions.

S410A100014

David Vaught  
Office of the Governor  
108 Statehouse

Springfield, IL 62706



S410A100014

Pat Quinn  
Office of the Governor  
State Capitol  
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